What NAVY ERP Means To Your Business?

Susan Supplee

Agenda

- What is Navy ERP and why is it being implemented at NAVAIR?
- What business processes are impacted by Navy ERP?
- How will NAVAIR transition to Navy ERP and what does this mean for my business?
- What can I do to prepare and where can I get more information?

What is Navy ERP?

Navy Enterprise Resource Planning is an end-to-end business management system that transforms and standardizes Navy business practices to better serve sailors, marines, and U.S. taxpayers.

Navy ERP is a key enabler of the Navy's four-part business modernization effort

Navy ERP – Straight From Our Commander

“NAVAIR currently uses a system known as Sigma for financial and program management. The Sigma capability, with new software and more capable functionality, known as Navy ERP, will be the Navy’s standardized business and financial management system.”

VADM David J. Venlet, 12 Jun 07

Why Navy ERP?

- **Navy ERP Will Modernize And Standardize The Way The Navy Conducts Business**
- **NAE Vision Allows Us To Improve Our Service To Our Sailors And Marines**
- **Will Provide A Single Process Owner With Visibility Over All Equipment, People And Funding Resources**
- **Will Make NAVAIR Fully Compliant with DOD Policy Mandated by the Federal Management Improvement Act**

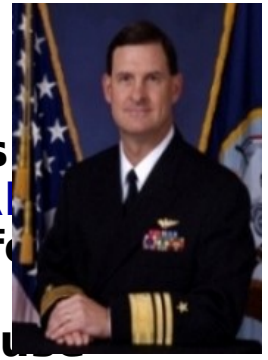
NAVY ERP = Consistent Business Practices Across Department of the Navy

What Is Leadership Saying?

Dr. Delores M. Etter, ASN(RD&A) memo of 19 May 2006:
"I would like to reiterate my high priority for success of Navy Enterprise Resource Planning (ERP) Program and ask personal commitment to make this a reality. This initiative

transform the way we do business to make us more

and effective."



VADM David J. Venlet, Commander's Forum 12 June 2007:
"While the challenges in this transition are critical, our success
Sigma made NAVAIR the right choice to be first with Navy ER
As I told Dr. Delores Etter, the Assistant Secretary of the Navy f
Research, Development, and Acquisition, there isn't a group of
I'd rather do this with than you — the people of NAVAIR — becau
of your proven ability to manage the complexities that always accompany change."

RADM Steven L. Enewold, Commander's Forum 18 June 2007:
" I wanted to take the opportunity to echo VADM Venlet's message on ERP transition and reinforce the importance of preparation – from user acceptance testing to training and steps we will take over the summer months to minimize and ensure continuity of operations during the cutover to ERP October 1."

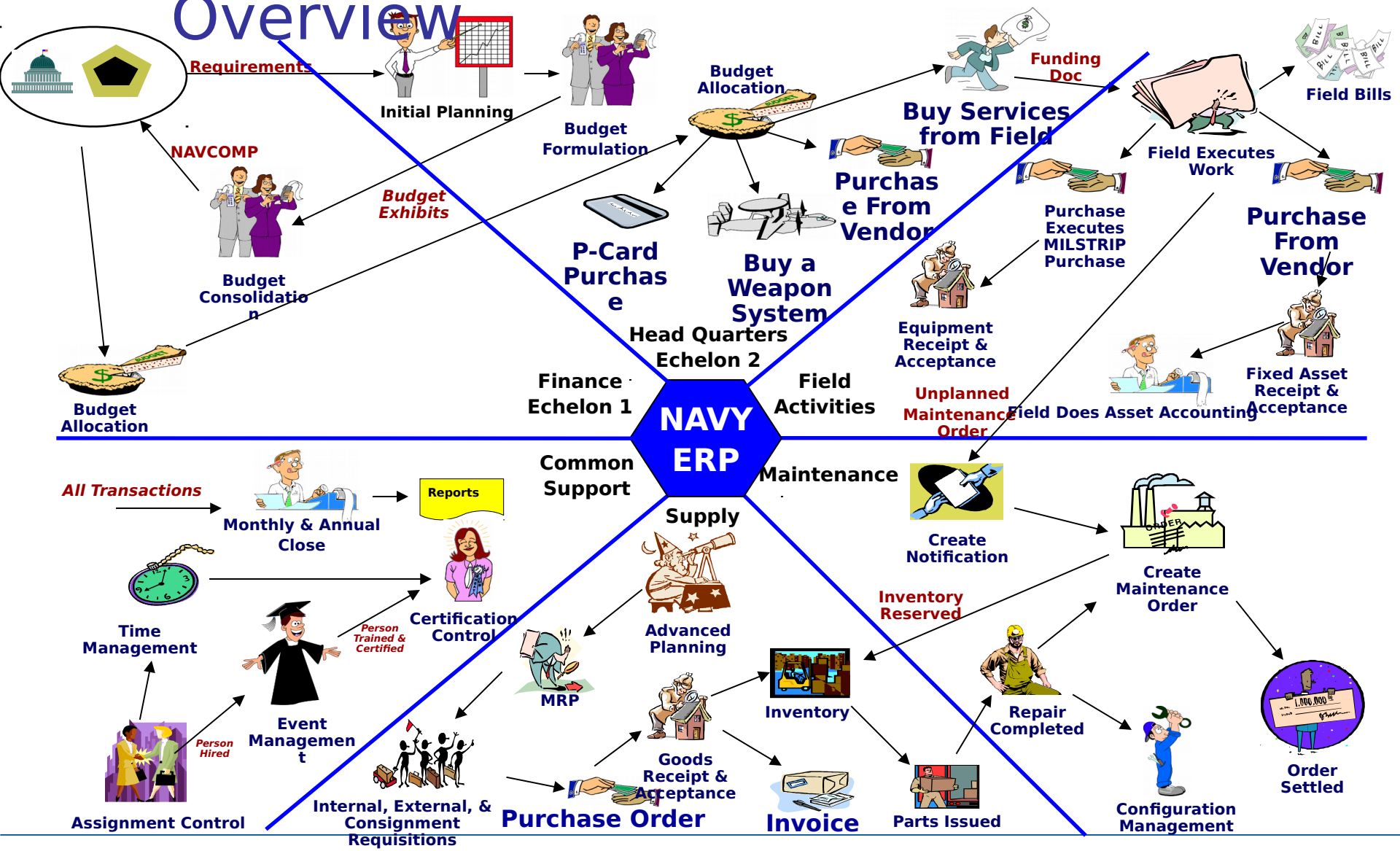
Business Process Transformation

As a result of ERP and business transformation ….The Navy will have standardized processes across the enterprise…

- Cost Centers
- Job order numbers
- Rates/Activity types
- Cost Elements (ABC and secondary elements)
- Budget Exhibits
- WBS
- Chart of Accounts (GL)
- Funding Document Process
- Material Master
- Vendor Master
- Common Reporting – Business Warehouse

- Standard Purchase Card process
- ECP Process
- Earned Value Management (EVM)
- HR Skill Catalog
- Standard Training process
- Standard Travel process
- Standard Award process
- Standard Qualifications
- Standard Performance process
- Employee Self Service
- Manager's Desktop
- National Help Desk for Corporate Applications

Navy ERP Business Process Overview



Who is Affected?

- **All Current Sigma Users at all NAVAIR Sites**
  - Both Government and Contractor personnel
  - Depots will be minimally affected
- **Contractors who do their job in Sigma today – need to be ready to use Navy ERP**
  - Get a CAC Card
  - Ensure Information Assurance (IA) Requirements are met and the proper documentation (SAAR form) has been submitted to the Contracting Officer Representative (COR)
  - Complete Training
- **Everyone who does business with NAVAIR**

Be Prepared To Get On-board Prior To 1 October

Sigma To Navy ERP – Key Changes

- **Navy ERP will replace SIGMA as the Financial System of Record**
- **Look and feel of the system will be very similar**
- **Naming conventions within the system will be different**
- **Purchase Requisitions, Purchase Orders, funding documents, etc.**
- **Process for users to gain access**
- **Training required PRIOR to system access**

NAVAIR Navy ERP Transition

- **Navy ERP will deploy to NAVAIR on 1 October 2007**
- **During transition, transactions in these areas will be performed on a manual basis and will require manual "catch-up"**
  - Program Management
  - Financial Management
  - Procurement
  - Workforce Management

Critical Transition Questions

- **Will NAVAIR award contracts during transition?**
  - Yes, NAVAIR can continue to work on contractual actions, however, awards will only be processed in support of mission critical requirements.
- **Will NAVAIR modify and place orders under existing contracts during transition?**
  - Yes, if they are in support of a mission critical requirement.
- **Will NAVAIR pay vendors during transition?**
  - Yes, although some automated processes will be done manually, NAVAIR will continue to pay vendors through

Questions?
Contact the NAVAIR Implementation Team at 301-995-7803

What Business Will Be Conducted During Transition?

- **In order to minimize manual "catch-up" processing, only Mission Critical transactions will be processed during Transition**
- **Mission Critical transactions are actions required to:**
  - Meet an urgent requirement in support of the Global War on Terrorism (GWOT)
  - Address a Safety of Flight issue
  - Meet a critical schedule milestone
  - Prevent a critical work stoppage
  - Avoid a gap in contractor services provided by small businesses

During Transition NAVAIR must reduce contract actions by 75%

- **Mission Critical Transactions will require Senior Leadership Approval**

Proactive Measures To Prepare For Transition

- **Be Prepared for reduced operations**
- **Review your current contracts for potential impacts**
  - Period of Performance
  - Funding
  - Ceiling
- **Work closely with both your customers and your procuring contracting to:**
  - Take action prior to 30 September

During Transition NAVAIR must reduce contract actions by 75%
BE PREPARED!

How Will Contractors Invoice & Be Paid During Transition?

- **If your contract is currently administered by a Defense Contract Management Agency (DCMA) Office Invoicing and Payment Method Remains The Same**
- **If your contract is currently administered by a NAVAIR/NAWCAD Contracting Office, and you submit invoices directly to NAVAIR/NAWCAD Comptroller, your payments will be processed manually**

dministration Office is listed in Block 6 of an SF26 Contract Awar

How Will Contractors Invoice & Be Paid During Transition?

- **If your contract is currently administered by a NAVAIR/NAWCAD Contracting Office, and you invoice using Wide Area Work Flow (WAWF) you will receive a contract modification directing you to update the Payment Office DODACC.**
- **The details on these modifications are still being worked – more information to come**

Payment Office is listed in Block 12 of an SF26 Contract Award

Current Transition Status

- **Access Requirements**
  - SAAR forms for **ALL** current SIGMA users must be completed and submitted to the Contracting Officer Representative which can be found in Section G clause 5252.201-9501
  - Users who **only** process ECP's in SIGMA will not need access to Navy ERP
- **User Role Mapping**
  - NAVAIR Competency POCs are currently mapping Sigma users to Navy ERP roles
  - If a user has roles in Sigma, they will have roles in Navy ERP
  - If you have concerns about your employees contact the NAVAIR Implementation Team at 301-995-7803 or NAVAIR_Role_Manager.fct@navy.mil

Questions?
Contact the NAVAIR Implementation Team at 301-995-7803

Current Transition Status

- **Training**
  - Web Based training began 9 July 2007 for power users. Users will receive an e-mail when they have access to the training system.
  - Classroom training began in August and will proceed through transition (schedules will be sent to users by local site training coordinators)

Questions?
Contact the NAVAIR Implementation Team at 301-995-7803

How Can Contractors Prepare For Navy ERP Implementation?

If your employees are current SIGMA Users:

- **Ensure your employees complete their IA Access Requirements**
  - SAAR form completed and sent to COR
  - Navy Information Assurance Training Completed
- **Require your employees to attend/complete their training**
  - Users who do not complete their training will not receive the roles they will need to do their job
- **CAC cards are required to access the Navy ERP system**
  - If your offsite employees do not have CAC cards, begin the process of getting them and ensure you have the hardware to use them

Submit invoices in a timely manner to be processed in an automated manner prior to transition period

Websites

Navy ERP - Propelling Transformation - Microsoft Internet Explorer provided by NMCI
http://www.erp.navy.mil
NAVY ERP PROGRAM
Home
Executive Bios
What Is ERP?
Why ERP?
News Archive
Principal Partners
Org Chart
Government Jobs
Links
ERP Reference
Site Map
Contact Us
PROPELLING TRANSFORMATION
WELCOME TO NAVY ERP
Read a welcome note from the Program Manager
Read the latest ERP News Release
The Face of Navy ERP Featuring — Jeff Woodbury
IN REVIEW
Read Critical Design Review Demo Briefs
Inside the Critical Design Review
Who and What We Support Navy 2005 In Review
NEWS & INFORMATION
NEWS RELEASE: Navy Announces Successful Completion of Critical Design Review Close-out.
Navy ERP Testing & Design are Under Way
The Navy ERP Program Systems Integration Team works efficiently to deliver the highest quality ERP technical solution.
Bridging Imagination with Achievement
Navy ERP will provide Fleet Readiness Centers a solution that will realize a quicker response to the Fleet.
. . . News Archive
This is an Official U.S. Navy Web site - Government Information Locator Service Registration: #16979
This site has been designed for accessibility
Navy ERP Program Privacy & Security Policy
Navy Enterprise Resource Planning (ERP)
1700 North Moore St., Suite 2100, Arlington, VA 22209
www.navy.com
www.navy.mil
Freedom of Information Act

Public

http://www.erp.navy.mil

- **Publicly releasable content**
- **Maintained by Navy ERP Public Affairs**

Internal

https://sigma.navair.navy.mil

- **Maintain and Update Navy ERP Material on the Website**
  - **Redesign pending**